Michigan Department of Treasury 496 (02/06) Auditing Procedures Report

Authorizing CPA Signature

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Loc	al Unil	of Gay	vernment Typ	e			Local Unit Nan	ne	County							
_	Count		Cily	<b>X</b> Twp	□Village	□Other	TOWNSHI	P OF BALDWIN		IOSCO						
ı	al Year 3/31/2				Opinion Date 05/25/200	6		Dale Audit Report Submitte 09/22/2006	d lo State							
	affirm					_										
				ccountants	licensed to p	ractice in M	ichiαan.									
We	urthe	r affii	rm the follo	owing mate	'	onses have	been disclo	sed in the financial statem	ents, inclu	ding the notes, or in the						
	YES	9	Check ea	ach applic	able box bel	ow. (See in:	structions for	further detail.)								
1.	X						cies of the local unit are included in the financial statements and/or disclosed in the ements as necessary.									
2.		X	There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P.A. 275 of 1980) or the local unit has not exceeded its budget for expenditures.													
3.	X		The local	unit is in o	compliance wi	th the Unifo	rm Chart of A	Accounts issued by the De	partment o	f Treasury.						
4.	X		The local	unit has a	dopted a budg	get for all re	quired funds									
5.	X		A public h	nearing on	the budget wa	as held in a	ccordance w	ith State statute.								
6.																
7.	X		The local	unit has n	ot been delind	quent in dist	ributing tax r	evenues that were collecte	ed for anotl	ner taxing unit.						
8.	X		The local unit only holds deposits/investments that comply with statutory requirements.													
9.	X			The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the Bulletin for Audits of Local Units of Government in Michigan, as revised (see Appendix H of Bulletin).												
10.	X		that have	not been	previously cor	nmunicated	to the Local			uring the course of our audit If there is such activity that has						
11.	X		The local	unit is free	e of repeated	comments f	rom previous	years.								
12.	X		The audit	opinion is	UNQUALIFIE	ĒD.										
13.	X				omplied with on the one of the original or		GASB 34 as	s modified by MCGAA Stat	tement #7	and other generally						
14.	X		The board	d or counc	il approves all	invoices pr	ior to payme	nt as required by charter o	or statute.							
15.	X		To our kn	iowledge,	bank reconcili	ations that v	were reviewe	d were performed timely.								
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Fin	ancia	l Sta	tements			×										
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			SON, GR	•	O., P.C.			Telephone Number 989-362-4491								
Street Address         City         State         Zip           325 NEWMAN ST., PO BOX 592         EAST TAWAS         MI 48730										' I						

Printed Name

DONALD W. BRANNAN, CPA

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Herman A Bertuleit, CPA

TOWNSHIP OF BALDWIN IOSCO COUNTY, MICHIGAN

AUDITORS' REPORT YEAR ENDED MARCH 31, 2006

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Herman A Bertuleit, CPA

May 25, 2006

#### Independent Auditors' Report

Members of the Township Board Township of Baldwin Iosco County, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township of Baldwin, losco County, Michigan, as of and for the year ended March 31, 2006, which collectively comprise the Township's basic financial statements, as listed in the index. These financial statements are the responsibility of the Township's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township of Baldwin, losco County, Michigan, as of March 31, 2006, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 25, 2006, on our consideration of the Township of Baldwin's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis and budgetary comparison information are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township of Baldwin's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual nonmajor fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Stephenson, Graish & Co., P.C.

#### BALDWIN TOWNSHIP

1119 Monument Tawas City, MI 48763 (989) 362-3742

James Svoboda, Supervisor Thomas Meyer, Trustee Craig Prescott, Trustee Andrea Schmidt, Treasurer Jean Davison, Clerk

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

The discussion and analysis of the Township of Baldwin's (the Township) financial performance provides an overview of the Township's financial activities for the year ended March 31, 2006. The intent of this discussion and analysis is to look at the Township's financial performance as a whole. The discussion focuses on the Township's primary government and, unless otherwise noted, component units reported separately from the primary government are not included.

#### Financial Highlights

- The Township's assets exceeded its liabilities by \$6,564,604.
- The Township's total net assets increased by \$275,429.
- The Township's governmental funds reported a combined ending fund balance of \$1,342,040 this year, an
  increase of \$122,448. The entire amount is available for spending (unreserved fund balance) on behalf of its
  citizens. The Township's General Fund 2006 year end fund balance is \$392,935.

#### Overview of the Financial Statements

The financial statements are organized so the reader can understand the Township as a financial whole or as an entire operating entity. The statements also provide a detailed look at specific financial conditions.

The Township's basic financial statements are comprised of three components: The government-wide financial statements, fund financial statements, and notes to financial statements. The report also contains other supplementary information in addition to the basic financial statements.

#### Government-wide Financial Statements

These statement of net assets and the statement of activities display information about the Township as a whole. These statements include the financial activities of the primary government except for its' fiduciary fund. For the most part, the effect of interfund activity has been removed from the statements. The statements distinguish between those activities of the Township that are governmental in nature and those that are considered business-type activities. Governmental activities are normally supported by taxes and intergovernmental revenues while business-type activities rely to a significant extent on fees and charges for services.

The statement of net assets presents the financial condition of the governmental and business-type activities of the Township at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or functions of the Township's governmental activities and business-type activities. Direct expenses are those that are specifically associated with a service, program, or department and, therefore, clearly identifiable to a particular function.

Program revenues include charges paid by the recipient for the goods or services offered by the program, and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues of the Township with certain limited exceptions. The comparisons of direct expenses with program revenues identifies the extent to which each governmental program or business activity is self-financing or draws from the general revenues of the Township.

With this report, all capital assets and infrastructure are listed for the Township of Baldwin. These assets are comprised of buildings and improvements, land improvements, infrastructure and land owned by the Township. These assets total over \$5 million. The Township performed an inventory and evaluation of assets over \$5,000 and categorized a depreciation schedule for assets not fully depreciated.

#### **Fund Financial Statements**

The Township uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. There are three categories of funds: *Governmental*, *Proprietary and Fiduciary*.

#### Governmental Funds:

Governmental funds are those through which most governmental functions of the Township are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Township's major governmental funds:

- General Fund This fund accounts for all financial transactions not accounted for in another fund, including the general operating expenditures of the local unit. Revenues are derived primarily from property taxes and state and federal distributions, grants and other intergovernmental revenue.
- Fire Fund This fund accounts for tax revenues used for fire protection of the Township.
- Refuse Collection Fund This fund is used to account for tax revenue used for refuse collection in the Township.
- Downtown Development Authority Fund This fund is used to account for tax revenues used for construction and improvements.

#### Proprietary Funds:

Proprietary fund reporting focuses on the determination of operating income, changes in net assets, financial position, and cash flows.

The Township's enterprise funds may be used to account for any activity for which a fee is charged to external users (citizens) for goods and services. The following are the Township's major enterprise funds:

• Sewer Fund - This fund accounts for the revenues and expenditures required to operate the Township's sewer system including all related appurtenances such as mains and pump stations. Revenues required to operate the system are derived primarily from user fees.

Water Fund - This fund is maintained to account for operations of the public water system. Revenue and
expenditure line items reflect maintenance and operation of the water system in Baldwin Township as
well as the Township's financial participation in the Huron Shore Regional Utility Authority. Like the
Sewer Fund, revenues are derived primarily from user fees.

#### Fiduciary Funds:

Fiduciary fund reporting focuses on net assets and changes in net assets. The Township's agency funds account for assets held by the Township for political subdivisions in which the Township acts as fiscal agent for taxes and fines and forfeitures collected and distributed to other political subdivisions.

#### **Notes to Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided on the Township *government-wide* and *fund* financial statements. Exhibit K notes 1-12 provide an expansive and thorough view of various aspects of the audited financial statements.

#### **Other Information:**

In addition to the basic financial statements and accompanying notes, this report also presents combining and individual nonmajor fund statements.

#### **Government - Wide Financial Analysis**

#### **Summary of Net Assets:**

The following summarizes the net assets of the Township of Baldwin at March 31, 2006 and 2005:

#### **Net Assets Summary**

	Governmental <u>Activities</u>	Business - Type Activities	March 31, 2006	March 31, 2005
Current Assets Restricted Assets Capital Assets – net Other Noncurrent Assets Total Assets	\$ 1,350,810 0 245,839 0 1,596,649	\$ 2,933,408 0 3,709,156 492,983 7,135,547	\$ 4,284,218 0 3,954,995 492,983 8,732,196	\$ 4,123,199 9,728 4,049,881 508,598 8,691,406
Current Liabilities Long-Term Liabilities Total Liabilities	8,770 0 8,770	47,152 2,111,670 2,158,822	55,922 2,111,670 2,167,592	276,334 2,125,897 2,402,231
Net Assets Invested in Capital Assets, Net of Related Debt Restricted	245,839 0	1,763,865 0	2,009,704	1,914,784 9,728
Unrestricted  Total Not Assets	1,342,040	3,212,860	4,554,900	4,364,663
<b>Total Net Assets</b>	<u>\$ 1,587,879</u>	<u>\$ 4,976,725</u>	<u>\$ 6,564,604</u>	<u>\$ 6,289,175</u>

#### **Summary of Changes in Net Assets:**

Generally speaking, the Township's net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for acquisition, construction, or improvement of those assets. The Township of Baldwin, through its governing body, i.e., Township Board of Trustees, has taken a sensible approach regarding capital asset acquisition and amortization of the incurred debt. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Township or through external restrictions imposed by creditors, grantors or laws/regulations of other governments.

The Township Board has prudently set aside funds to offset potential personnel and/or administrative liabilities. It is the Township's practice, in general, to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

	Governmenta Activities	Business - Type Activities	March 31, 2006	March 31, 2005
Program Revenues:				
Charges for Services	\$ 46,893	3 \$ 332,122	\$ 379,015	\$ 404,274
Operating Grants and Contributions	9,064	'	9,064	12,980
Capital Grants and Contributions	*	17,700	17,700	73,354
Total Program Revenues	55,95	349,822	405,779	490,608
General Revenues:				
Property Taxes	373,247	7 49,768	423,015	410,501
State Revenue Sharing	117,608	3 0	117,608	117,254
Investment Earnings and Miscellaneous	34,217	115,879	150,096	101,104
<b>Total General Revenues</b>	525,072	<u>165,647</u>	690,719	628,859
<b>Total Revenues</b>	581,029	515,469	1,096,498	1,119,467
Program Expenses:				
General Government	144,860	0	144,860	143,786
Public Safety	73,818	3 0	73,818	69,517
Public Works	197,150		197,150	165,332
Community and Economic Development	•		25,872	25,053
Recreation and Cultural	425		425	600
Other	15,862		15,862	30,125
Sewer Services		136,162	136,162	145,755
Water Services		226,920	226,920	228,346
Total Program Expenses	457,98	363,082	821,069	808,514
Change in Net Assets	123,042	2 152,387	275,429	310,953
Beginning Net Assets	1,464,83	4,824,338	6,289,175	5,978,222
Ending Net Assets	\$ 1,587,879	<u>\$ 4,976,725</u>	<u>\$ 6,564,604</u>	\$ 6,289,175

#### **Governmental Activities**

The Statement of Activities illustrates, by department, the expense incurred and revenue received.

Total governmental activities reveal revenues of \$55,957 from *Charges for Services and Operating Grants and Contributions*. The *Charges for Services* are fees mainly associated with the collection of property taxes, fine and forfeitures, and licenses & permits. Operating expenses totaled \$457,987 for these same activities. The largest expenses were incurred by General Government offices (\$144,860) and Public Works (\$197,150).

#### **Business - Type Activities**

The Township's main *Business-Type activities* are the Sewer and Water Services. For the most part, Sewer and Water Fund revenues and expenditures reflected maintenance of the status quo as compared to past years. Exceptions to this observation were a decrease in the number of users, which decreased revenues for *Charges for Services*. Also, *Capital Grants and Contributions* decreased due to no new special assessments in the current year.

#### Financial Analysis of Township Funds

As noted earlier in this report, the Township uses fund accounting to ensure and demonstrate compliance with finance-related statutory and legal requirements. A thorough review and examination of fund types will reveal the strengths and weaknesses of its daily operations.

#### **Governmental Funds**

Governmental funds are those through which most governmental functions of the Township are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Township's major governmental funds: 1) General fund – accounts for all financial resources, except those required to be accounted for in another fund. Revenues are derived primarily from property taxes, state and federal distributions, grants and other intergovernmental revenue; 2) Fire Fund – This fund represents the fire protection of the Township. Revenues are derived primarily from property taxes; 3) Refuse Collection Fund – This fund accounts for the collection of refuse in the Township. Revenues are derived primarily from property taxes; and 4) Downtown Development Authority Fund – This fund represents construction and improvements in the Township. Revenues are derived primarily from property taxes.

This year's Township audit, following GASB 34 format, shows 10 funds. The Township Treasurer maintains these funds as separate units in the General Ledger.

#### **Enterprise Funds**

The Township's enterprise funds provide the same type of information found in the government -wide financial statements. The Sewer and Water services comprise these funds. GASB 34 places such funds under the caption of *Propriety Funds* under the appropriate statements, i.e., *Statement of Net Assets, Statement of Cash Flows*, etc. More specific detail is seen in Exhibits G, H, and I.

#### **Budgetary Highlights**

Fiscal year 2006 saw the Township's General Fund balance increase from \$372,402 to \$392,935. This was caused by the Township keeping tabs on expenditures. The Road Fund had an increase in fund balance in the current year from \$64,612 to \$97,069. This increase was due to the voted millage and following the road plan. The Capital Improvement Fund fund balance went from \$28,871 to \$32,835, an increase of \$3,964. The Fire Fund fund balance went from \$96,737 to \$114,457. This was an increase of \$14,720. This was in line with the prior year increase of \$16,141. The Refuse Collection Fund fund balance went from \$224,687 to \$234,663, an increase of \$9,976. The Downtown Development Authority Fund fund balance went from \$432,283 to \$469,471, an increase of \$37,188. This was a decrease from the previous year due to more expenses for completing infrastructure projects in the DDA area. The Sewer Fund Net Assets increased by \$38,765. The Water Fund Net Assets increased by \$113,622. Some of the increase was from payoff's of special assessments.

#### **Capital Asset and Debt Administration**

#### **Capital Assets**

The Township defines capital assets as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at *historical cost* or *estimated historical cost* if purchased or constructed. Donated capital assets are recorded at estimated FMV (fair market value) at the date of donation.

The Township's infrastructure consists of water and sewer lines. Improvements are capitalized, i.e., depreciated. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized. Interest incurred during the construction of enterprise fund capital assets is also capitalized.

Capital Assets – Government al Activities beginning balance was \$266,988 with an ending balance of \$273,178. Governmental Activities Total Capital Assets – Net of Depreciation was \$245,839.

Capital Assets - Business Type Activities ending balance was \$4,773,871. No purchases were made in the current year. Business-Type Activities Total Capital Assets – Net of Depreciation was \$3,709,156. An expanded and detailed presentation may be seen in Note 6 of the notes to financial statements.

At year's end, long-term debt (due in more than one year) amounted to \$1,888,467. Such debt includes *Contracts Payable and Bonds Payable*.

#### **Economic Factors**

The Township Board continues to work hard to keep expenditures down and to maintain revenue levels that are within their control. The Township property tax revenues account for approximately 39% of the Township General Fund Revenues.

Revenue sharing from the State of Michigan is the greatest source of revenue for the Township's General Fund at approximately 49%. As the revenue estimates continue to decline at the state level the Township may lose funds that are currently budgeted. The Township has been able to operate in a streamlined manner, thus building up the General Fund balance over the past three years to prepare for any reductions that may occur.

The major expenditures for the Township General Fund are for general government activities. Followed by the Planning Commission, Insurance and Street lighting activities.

The Township Board monitors the revenue and expenditures throughout the year and takes appropriate action when the economic factors dictate a change.

#### **Requests for Information**

This financial report is designed to provide a general overview of the Township's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Township of Baldwin, 1119 Monument Road, Tawas City, Michigan, 48763.

#### STATEMENT OF NET ASSETS March 31, 2006

	Primary Government							
	Go	overnmental Activities	Bu	siness-Type Activities		Total		
Assets								
Current assets:								
Cash and cash equivalents (Note 2)	\$	1,253,065	\$	1,092,741	\$	2,345,806		
Investments (Note 2)		15,394		965,841		981,235		
Receivables:		92.460		0.506		94.006		
Taxes		82,460		2,536		84,996		
Special assessments Accounts		0		845,021 25,824		845,021 25,824		
Due from fiduciary funds (Note 3)		1,336		25,624		1,336		
Internal balances		(1,445)		1,445		0		
Total current assets		1,350,810	_	2,933,408		4,284,218		
10141 04110111 400010		.,000,0.0		2,000, 100		.,,		
Noncurrent assets:								
Investment in Huron Shore Regional Utility Authority (Note 1)		0		458,440		458,440		
Bond issuance costs, net		0		34,543		34,543		
Capital assets, net (Note 6)		245,839		3,709,156		3,954,995		
Total noncurrent assets		245,839		4,202,139		4,447,978		
Total Assets		1,596,649	_	7,135,547		8,732,196		
Liabilities								
Accounts payable		8,758		16,188		24,946		
Accrued interest		0		30,841		30,841		
Accrued liabilities		12		0		12		
Due to fiduciary funds (Note 3)		0		123		123		
Long-term liabilities:								
Due within one year (Note 7)		0		223,203		223,203		
Due in more than one year (Note 7)		0		1,888,467		1,888,467		
Total Liabilities		8,770		2,158,822		2,167,592		
Net Assets								
Investment in capital assets, net of related debt		245,839		1,763,865		2,009,704		
Unrestricted		1,342,040	_	3,212,860	_	4,554,900		
Total Net Assets	\$	1,587,879	\$	4,976,725	\$	6,564,604		

### STATEMENT OF ACTIVITIES For the Year Ended March 31, 2006

Net (Expense) Revenue and Changes in Net Assets

							Changes in Net Assets							
				Program Revenues						Pr	imar	v Governme	ent	
				Operating Capital					_			,		
			Ch	narges for		Grants and		Grants and		vernmental	Business-Type			
Function/Program	F	xpenses		Services		tributions		ontributions		Activities		Activities		Total
- directorial regional	Ехропосо		COLVICCO		CONTRIBUTIONS		Contributions			totivitioo		touvidoo	_	- rotar
Primary Government:														
Governmental activities:														
General government	\$	144,860	\$	41,838	\$	0	\$	0	\$	(103,022)	\$	0	\$	(103,022)
Public safety		73,818		0	•	0	·	0	·	(73,818)	·	0	·	(73,818)
Public works		197,150		4,709		3,939		0		(188,502)		0		(188,502)
Community and economic development		25,872		346		5,125		0		(20,401)		0		(20,401)
Recreation and cultural		425		0		0		0		(425)		0		(425)
Other		15,862		0		0		0		(15,862)		0		(15,862)
Total governmental activities		457,987		46,893		9,064		0		(402,030)		0	_	(402,030)
Business-type activities:														
Sewer services		136,162		128,913		0		17,700		0		10,451		10,451
Water services		226,920		203,209		0		0		0	_	(23,711)	_	(23,711)
Total business-type activities	_	363,082	_	332,122		0		17,700	_	0	_	(13,260)	_	(13,260)
Total primary government	\$	821,069	\$	379,015	\$	9,064	\$	17,700	_	(402,030)	_	(13,260)	_	(415,290)
General Revenues:														
Property taxes levied for:														
General operating										64,050		0		64,050
Fire protection										86,729		0		86,729
Refuse collection										94,633		0		94,633
TIFA										87,239		0		87,239
Roads										40,596		0		40,596
Water debt service										0		49,768		49,768
State revenue sharing										117,608		0		117,608
Interest and investment earnings										33,510		115,812		149,322
Other									_	707	_	67	_	774
Total general revenues									_	525,072	_	165,647	_	690,719
Change in net assets										123,042		152,387		275,429
Net assets - beginning of year									_	1,464,837	_	4,824,338	_	6,289,175
Net assets - end of year									\$	1,587,879	\$	4,976,725	\$	6,564,604

#### BALANCE SHEET GOVERNMENTAL FUNDS March 31, 2006

		General	Fire Fund		Refuse Collection Fund		Downtown Development Authority Fund		Other Governmental Funds		Go	Total overnmental Funds
<u>ASSETS</u>												
Cash and cash equivalents (Note 2) Investments (Note 2) Taxes receivable Due from other funds (Note 3)	\$	378,861 15,394 0 2,319	\$	121,716 0 0 2,130	\$	243,718 0 0 3,298	\$	374,214 0 82,460 12,797	\$	134,556 0 0 1,005	\$	1,253,065 15,394 82,460 21,549
Total Assets	\$	396,574	\$	123,846	\$	247,016	\$	469,471	\$	135,561	\$	1,372,468
LIABILITIES AND FUND EQUITY  Liabilities												
Accounts payable	\$	1,176	\$	0	\$	7,582	\$	0	\$	0	\$	8,758
Accrued liabilities  Due to other funds (Note 3)		12 2,451		0 12,389		0 4,771		0		0 2,047		12 21,658
Total liabilities		3,639		12,389		12,353		0		2,047	_	30,428
Fund Equity Fund balances: Unreserved, reported in:												
General fund		392,935		0		0		0		0		392,935
Special revenue funds	_	0	_	111,457		234,663	_	469,471		133,514	_	949,105
Total fund equity		392,935		111,457		234,663		469,471		133,514	_	1,342,040
Total Liabilities and Fund Equity	\$	396,574	\$	123,846	\$	247,016	\$	469,471	\$	135,561	\$	1,372,468

### RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET ASSETS OF GOVERNMENTAL ACTIVITIES <u>March 31, 2006</u>

Total governmental fund balances

\$ 1,342,040

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in governmental funds. Capital assets at year end consist of:

Capital asset cost Capital asset accumulated depreciation \$ 273,179 (27,340)

245,839

Total net assets - governmental activities

\$ 1,587,879

# STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS For the Year Ended March 31, 2006

							Downtown				
					Refuse	De	evelopment		Other		Total
			Fire	C	Collection		Authority	Gov	vernmental	Go	vernmental
	General		Fund		Fund		Fund		Funds	Funds	
Revenue											
Taxes	\$ 99,775	\$	86,729	\$	94,633	\$	87,239	\$	40,596	\$	408,972
Licenses and permits	5,902		0		0		0		0		5,902
Federal grants	5,125		0		0		0		0		5,125
State grants and revenue	121,547		0		0		0		0		121,547
Charges for services	6,557	•	0		0		0		4,709		11,266
Interest earned	10,749	1	1,809		5,166		13,709		2,077		33,510
Other revenue	707	<u> </u>	0		0		0		0		707
Total revenue	250,362	_	88,538	_	99,799	_	100,948	_	47,382	_	587,029
Expenditures Current:											
General government	146,551		0		0		0		0		146,551
Public safety	(	)	73,818		0		0		0		73,818
Public works	11,984		0		89,823		59,995		34,061		195,863
Community and economic development	25,872		0		0		0		0		25,872
Recreation and cultural	425	,	0		0		0		0		425
Other functions	11,497		0		0		3,765		600		15,862
Capital outlay	(	)	0		0		0		6,190		6,190
Total expenditures	196,329		73,818		89,823		63,760		40,851		464,581
Excess of revenue over expenditures	54,033	<u>-</u>	14,720	_	9,976	_	37,188	_	6,531	_	122,448
Other Financing Sources (Uses):											
Operating transfers in	(	)	0		0		0		33,500		33,500
Operating transfers out	(33,500		0		0		0		0		(33,500)
Total other financing sources (uses)	(33,500		0		0		0		33,500		0
Excess of revenue and other sources over											
expenditures and other uses	20,533	,	14,720		9,976		37,188		40,031		122,448
•									•		•
Fund balances - beginning of year	372,402		96,737		224,687	_	432,283		93,483		1,219,592
Fund balances - end of year	\$ 392,935	\$	111,457	\$	234,663	\$	469,471	\$	133,514	\$	1,342,040

# RECONCILIATION OF THE STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES For the Year Ended March 31, 2006

Total net change in fund balances - governmental funds \$ 122,448 Amounts reported for governmental activities in the statement of activities are different because: Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. Current year depreciation expense \$ (5,596)Capital assets reported as capital outlays in the governmental funds 6,190 Net difference 594 123,042 Change in net assets of governmental activities

#### STATEMENT OF NET ASSETS PROPRIETARY FUNDS March 31, 2006

		Enterpris				
	Major Funds					
		Sewer Fund		Water Fund		Total
Assets						
Current assets:						
Cash and cash equivalents (Note 2)	\$	352,352	\$	740,389	\$	1,092,741
Investments (Note 2)	-	309,155	-	656,686		965,841
Receivables:						
Taxes		0		2,536		2,536
Special assessments		51,020		794,001		845,021
Accounts		11,371		14,453		25,824
Due from other funds (Note 3)		2,451		6,410		8,861
Total current assets		726,349		2,214,475		2,940,824
Noncurrent assets:						
Investment in Huron Shore Regional Utility Authority (Note 1)		0		458,440		458,440
Bond issuance costs, net		0		34,543		34,543
Capital assets, net (Note 6)		1,375,919		2,333,237		3,709,156
Total noncurrent assets		1,375,919		2,826,220		4,202,139
Total Assets		2,102,268		5,040,695		7,142,963
<u>Liabilities</u>						
Current liabilities:						
Accounts payable		5,488		10,700		16,188
Accrued interest		11,690		19,151		30,841
Due to other funds (Note 3)		0		7,539		7,539
Contracts payable, current (Note 7)		95,000		62,203		157,203
General obligation bonds payable, current (Note 7)		0		66,000		66,000
Total current liabilities		112,178		165,593		277,771
Noncurrent liabilities:						
Contracts payable (Note 7)		405,000		495,467		900,467
General obligation bonds payable (Note 7)		0		988,000		988,000
Total noncurrent liabilities		405,000		1,483,467		1,888,467
Total Liabilities		517,178		1,649,060		2,166,238
Net Assets						
Investment in capital assets, net of related debt		875,919		887,946		1,763,865
Unrestricted		709,171		2,503,689		3,212,860
Total Net Assets	\$	1,585,090	\$	3,391,635	\$	4,976,725

The accompanying notes to financial statements are an integral part of this statement.

# STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS PROPRIETARY FUNDS For the Year Ended March 31, 2006

		Major	Fund	S		
		Sewer		Water		
		Fund		Fund		Total
Operating Revenue						
Charges for services	\$	128,913	\$	203,209	\$	332,122
Other		0		67		67
Total operating revenue		128,913		203,276	_	332,189
Operating Expenses						
Professional fees and services		35,268		67,454		102,722
Water and sewer		26,114		1,940		28,054
Other		5,218		4,230		9,448
Depreciation		35,613		59,867		95,480
Total operating expenses		102,213		133,491	_	235,704
Operating income		26,700		69,785		96,485
Non-operating Revenue (Expenses)						
Current property taxes		0		49,768		49,768
Special assessments		17,700		0		17,700
Interest on special assessments		9,355		50,170		59,525
Interest income		18,959		37,328		56,287
Amortization bond costs		0		(1,372)		(1,372)
Interest expense		(31,841)		(89,953)		(121,794)
Paying agent fees		(2,108)		(2,104)		(4,212)
Total non-operating revenue (expenses)		12,065		43,837	_	55,902
Change in net assets		38,765		113,622		152,387
Net assets - beginning of year		1,546,325		3,278,013		4,824,338
Net assets - end of year	\$	1,585,090	\$	3,391,635	\$	4,976,725

#### STATEMENT OF CASH FLOWS PROPRIETARY FUNDS For the Year Ended March 31, 2006

		Enterpris				
		Major				
		Sewer		Water		
		Fund		Fund		Total
Cash Flows From Operating Activities						
Receipts from customers	\$	130,117	\$	204,957	\$	335,074
Payments for operating expenses		(65,857)		(65,629)		(131,486)
Net cash provided by operating activities		64,260		139,328		203,588
Cash Flows From Noncapital Financing Activities						
Property taxes received		0		49,768		49,768
Special assessments received		35,036		121,710		156,746
Cash paid to other funds		(1,405)		(842)		(2,247)
Net cash provided by noncapital financing activities		33,631		170,636		204,267
Cash Flows From Capital and Related Financing Activities						
Principal paid on long-term debt		(95,000)		(124,381)		(219,381)
Interest and fees paid on long-term debt		(35,979)		(93,098)		(129,077)
Net cash used by capital and related financing activities		(130,979)		(217,479)		(348,458)
Cash Flows From Investing Activities						
Interest on investments		15,898		31,126		47,024
Purchase of investment securities		(212,424)		(533,818)		(746,242)
Net cash used by investing activities		(196,526)		(502,692)		(699,218)
Net decrease in cash and cash equivalents		(229,614)		(410,207)		(639,821)
·				, ,		
Cash and cash equivalents at beginning of year (Note 1)		581,966		1,150,596		1,732,562
Cash and cash equivalents at end of year (Note 1)	\$	352,352	\$	740,389	\$	1,092,741
Reconciliation of operating income to net cash provided						
by operating activities Operating income	\$	26,700	\$	69,785	\$	96,485
Adjustments to reconcile operating income to net cash provided by operating activities:	Ψ	20,700	Ψ	05,705	Ψ	30,403
Depreciation expense		35,613		59,867		95,480
Change in assets and liabilities:						
Accounts receivable		1,204		1,681		2,885
Accounts payable		743		7,995		8,738
Net cash provided by operating activities	\$	64,260	\$	139,328	\$	203,588

The accompanying notes to financial statements are an integral part of this statement.

# STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES FIDUCIARY FUNDS March 31, 2006

<u>ASSETS</u>		
Cash and cash equivalents (Note 2)  Due from other funds (Note 3)  Total Assets	\$ <u>\$</u>	1,214 123 1,337
<u>LIABILITIES</u>		
Due to others Due to other funds (Note 3) Total Liabilities	\$ \$	1 1,336 1,337

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Township of Baldwin have been prepared in accordance with accounting principles generally accepted (GAAP) in the United States of America as applied to governmental units. Private-sector standards of accounting issued after November 30, 1989, are generally followed in both the government-wide and enterprise fund financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The following is a summary of the significant accounting policies.

#### A. Reporting Entity

The Township of Baldwin operates under an elected Township Board (five members) and provides services to its residents in many areas including road maintenance, fire protection, refuse collection and street lighting. All activities over which the Township exercises oversight responsibility have been included in the reporting entity. Oversight responsibility is determined by factors such as financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters of the entity.

#### B. Joint Venture

The Huron Shore Regional Utility Authority was established as a joint venture between the City of Tawas City, City of East Tawas, Charter Township of Oscoda, Charter Township of AuSable, Township of Alabaster, Township of Baldwin, all municipalities in losco County, and the Township of Greenbush in Alcona County. The Authority was established to acquire, own, improve, enlarge, extend and operate water supply and distribution systems and sewage disposal systems. The initial contract amount plus any adjustment for the Township of Baldwin's share of the contracts is recorded as Investment in Huron Shore Regional Utility Authority in the Water Fund of the Township because title to the water and sewer systems belongs to the Authority.

The construction was originally funded with the proceeds of the losco County Limited Tax General Obligation Bonds dated March 1, 1991. The most current estimate of the Township's share is 4.15% of the total bond issue of \$7,930,000 or \$329,095. Each entity's percentage of payback will be based on actual gallon usage to be adjusted on an annual basis. The assets of the joint water supply system are the property of the Huron Shore Regional Utility Authority and, therefore, are not presented in these financial statements. The members of this joint venture have pledged their full faith and credit for the payment and are obligated to make such payments from their water funds, including ad-valorem taxes, if necessary. Currently, the Township of Baldwin is making payments through ad-valorem taxes and charges for services.

In 1995, the Township entered into a joint water and sewer system agreement for the purpose of constructing additions, extensions, improvement s and related appurtenances to the Huron Shore Regional Utility Authority Water and Sewer System No. 1, with the Charter Township of AuSable, City of Tawas City and the Charter Township of Oscoda. The most current estimate of the Township's share is 4.87% of the total bond issue of \$1,300,000 or \$63,310. Each entity's percentage of payback will be based on actual gallon usage to be adjusted on an annual basis. The assets of the joint water supply system are the property of the Huron Shore Regional Utility Authority and, therefore, are not presented in these financial statements. The members of this joint venture have pledged their full faith and credit for the payment and are obligated to make such payments from their water funds, including ad-valorem taxes, if necessary. Currently, the Township of Baldwin is making payments through ad-valorem taxes and charges for services.

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### B. Joint Venture (Continued)

Each municipality makes an annual operation and maintenance contribution based on their proportionate share of the adopted annual budget. The Township of Baldwin's contribution for the year ended March 31, 2006 was \$34,036. The current value of the Township of Baldwin's investment in the Huron Shore Regional Utility Authority is \$458,440. Complete financial statements can be obtained from the Huron Shore Regional Utility Authority's office.

#### C. Basis of Presentation

The Township's basic financial statements consist of government-wide financial statements, including a statement of net assets and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

#### **Government - Wide Financial Statements**

The statement of net assets and the statement of activities display information about the Township as a whole. These statements include the financial activities of the primary government except for fiduciary funds. For the most part, the effect of interfund activity has been removed from the statements. The statements distinguish between those activities of the Township that are governmental in nature and those that are considered business-type activities. Governmental activities are normally supported by taxes and intergovernmental revenues while business-type activities rely to a significant extent on fees and charges for support.

The statement of net assets presents the financial condition of the governmental and business-type activities of the Township at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Township's governmental activities and business-type activities. Direct expenses are those that are specifically associated with a service, program, or department and, therefore, clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues of the Township, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental program or business activity is self-financing or draws from the general revenues of the Township.

#### **Fund Financial Statements**

During the year, the Township segregates transactions related to certain Township functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Township at this more detailed level. The focus of governmental and proprietary fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by type, and are excluded from the government-wide financial statements.

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### D. Fund Accounting

The Township uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

#### **Governmental Funds**

Governmental funds are those through which most governmental functions of the Township are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Township's major governmental funds:

General Fund - This fund accounts for all financial transactions not accounted for in another fund, including the general operating expenditures of the local unit. Revenues are derived primarily from property taxes and state and federal distributions, grants and other intergovernmental revenue.

Fire Fund – This fund accounts for tax revenues used for fire protection of the Township.

Refuse Collection Fund – This fund is used to account for tax revenue used for refuse collection in the Township.

Downtown Development Authority Fund – This fund is used to account for tax revenues used for construction and improvements.

The other governmental funds of the Township account for grants and other resources whose use is restricted for a particular purpose; the accumulation of resources for, and the payment of debt; and the acquisition or construction of major capital facilities.

#### **Proprietary Funds**

Proprietary fund reporting focuses on the determination of operating income, changes in net assets, financial position, and cash flows.

The Township's enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services. The following are the Township's major enterprise funds:

Sewer Fund - This fund accounts for the revenues and expenditures required to operate the Township's sewer system including all related appurtenances such as mains and pump stations. Revenues required to operate the system are derived primarily from user fees.

Water Fund - This fund is maintained to account for operations of the public water system. Revenue and expenditure line items reflect maintenance and operation of the water system in Baldwin Township as well as the Township's financial participation in the Huron Shore Regional Utility Authority. Like the Sewer Fund, revenues are derived primarily from user fees.

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### D. Fund Accounting (Continued)

#### **Fiduciary Funds**

Fiduciary fund reporting focuses on net assets and changes in net assets. Fiduciary funds are used to account for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. The Township of Baldwin uses these funds to account for property tax collections.

#### E. Measurement Focus

#### **Government-Wide Financial Statements**

The government-wide financial statements are prepared using the flow of economic resources measurement focus.

All assets and liabilities associated with the operation of the Township are included on the statement of net assets.

#### Fund Financial Statements

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenue, expenditures, and changes in fund balance reflects the sources (i.e., revenues and other financial sources) and uses (i.e., expenditures and other financial uses) of current financial resources. This approach differs from the manner in which the government tal activities of the government-wide financial statements are prepared. Governmental fund financial statements, therefore, include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the fund financial statements for governmental funds.

Like the government-wide financial statements, the enterprise funds are accounted for using a flow of economic resources measurement focus. All assets and liabilities associated with the operation of these funds are included on the statement of net assets. The statement of changes in revenue, expenses, and changes in fund net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in total net assets. The statement of cash flows reflects how the Township finances and meets the cash flow needs of its enterprise activities.

#### F. Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide and enterprise fund financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting; proprietary funds and fiduciary funds use the accrual basis of accounting. Differences in the accrual and modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### F. Basis of Accounting (Continued)

Revenues - Exchange and Non-exchange Transactions:

Revenues resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On the modified accrual basis, revenue is recognized in the year in which the resources are measurable and become available. Available, means the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For the Township, available means expected to be received within 60 days after year-end.

Nonexchange transactions, in which the Township receives value without directly giving equal value in return, include property taxes, sales taxes, grants, entitlements and donations. On the accrual basis, revenue from property taxes is recognized in the year for which the taxes are levied. Revenue from sales taxes is recognized in the period in which the sales are made. Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the Township must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the Township on a reimbursement basis. On the modified accrual basis, revenue from nonexchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered both measurable and available at year end: charges for services, fines and forfeitures, state-levied locally shared taxes (including sales tax) grants, interest, and rent.

#### **Expenses/Expenditures**

On the accrual basis, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in governmental funds.

#### G. <u>Use of Estimates</u>

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues and expenses. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### H. Budgets and Budgetary Accounting

The Township normally follows these procedures in establishing the budgetary data reflected in the financial statements.

- 1. The Township Clerk submits to the Township Board a proposed operating budget which includes expenditures and the means of financing them.
- 2. A public hearing is conducted to obtain taxpayer comments.
- 3. Prior to April 1, the budget is legally enacted through passage of an ordinance.

All budget appropriations lapse at year-end. Budgetary amounts reported herein are as originally adopted, or as amended by the Township Board.

The Township adopts budgets for the General Fund and Special Revenue Funds.

The budgets of the Township are prepared on the same basis of accounting as the financial statement presentation. The budgets were adopted at the activity level.

The legal level of control is at the activity level for the General Fund and the Special Revenue Funds.

#### I. Cash and Cash Equivalents

For presentation on the financial statements, investments in cash management pools and investments with an original maturity of three months or less at the time they are purchased by the Township are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments.

Investments are reported at fair value, except for repurchase agreements and certificates of deposit which are reported at cost. Fair value is based on quoted market prices. Mutual funds are reported at current share price.

#### J. Receivables

Receivables at March 31, 2006, consist of accounts (fees), taxes, special assessments and charges for sewer and water services due from various customers. All receivables are net of estimated uncollectible accounts. Receivables are recognized to the extent the amounts are determined material and substantiated, not only by supporting documentation but also by a reasonable systematic method of determining their existence, completeness, valuation, and collectibility.

No allowance for doubtful accounts was deemed necessary at March 31, 2006.

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### K. Interfund Receivables and Payables

On the fund financial statements, receivables and payables resulting from short-term interfund loans or interfund services provided and used are classified as "interfund receivables/payables". Interfund balances within governmental activities and within business-type activities are eliminated on the government-wide statement of net assets. The interfund balances which remain on the government-wide statement of net assets are those between governmental and business-type activities. These amounts are reflected as "Internal Balances". Balances to which a fiduciary fund is a party are treated as external receivables and payables.

#### L. <u>Deferred Charges</u>

Bond issuance costs are deferred and amortized over the life of the bond using the straight-line method since the results are not significantly different from the effective interest method.

#### M. Capital Assets

General capital assets are capital assets which are associated with and generally arise from governmental activities. They generally result from expenditures in governmental funds. General capital assets are reported in the governmental activities column of the government-wide statement of net assets, but are not reported in the fund financial statements. Capital assets used by the enterprise funds are reported in both the business-type activities column of the government-wide statement of net assets and in the respective funds.

Capital assets are defined by the government as assets with an initial individual cost of more than \$5,000, and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The Township's infrastructure consists of water and sewer lines. Improvements are capitalized. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized. Interest incurred during the construction of enterprise fund capital assets is also capitalized.

Property and plant is depreciated using the straight-line method over the following useful lives:

Buildings and Improvements 40 years
Land Improvements 20 years
Infrastructure 50 years

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### N. Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements. All payables, accrued liabilities, and long-term obligations payable from the enterprise fund are reported on the enterprise fund statement. In general, payables and accrued liabilities that will be paid from the governmental funds are reported as a liability in the fund financial statements at the time they are incurred, to the extent that they will be paid from current, expendable, financial resources. However, bonds and other long-term obligations, compensated absences, claims and judgments, contractually required pension contributions and special termination benefits that are paid from governmental funds are recognized as liabilities in the fund financial statements only to the extent that they are due for payment during the current year.

#### O. Net Assets

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Township or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. The Township's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

#### P. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the enterprise fund. For the Township, these revenues are charges for services for water and sewer usage. Operating expenses are the necessary costs incurred to provide the service that is the primary activity of the fund. Revenues and expenses not meeting these definitions are reported as nonoperating.

#### Q. Extraordinary and Special Items

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the Board and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during the current year.

#### NOTE 2 - DEPOSITS AND INVESTMENTS

At year-end, the Township's deposits and investments were reported in the basic financial statements in the following categories:

o o	Governmental <u>Activities</u>	Business -Type Activities	Fiduciary <u>Funds</u>	Total Primary Government	
<u>Current Assets</u> Cash and Cash Equivalents Investments	\$ 1,253,065 <u>15,394</u>	\$ 1,092,741 <u>965,841</u>	\$ 1,214 0	\$ 2,347,020 <u>981,235</u>	
Total Current Assets	<u>\$ 1,268,459</u>	\$ 2,058,582	<u>\$ 1,214</u>	\$ 3,328,255	

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)

The breakdown between deposits and investments is as follows:

	Primary Government				
Bank Deposits (checking and savings accounts and certificates of deposit) Investments in financial institution pooled funds	\$ 1,840,832 1,487,423				
Total	<u>\$ 3,328,255</u>				
As of March 31, 2006, the Township had the following investments.					

Investment Type	Fair <u>Value</u>	Specific Identification <u>Maturities</u>
Investment pools	<u>\$ 1,487,423</u>	Daily

#### Interest Rate Risk

The Township will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to change in market interest rates, by: structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market; and investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the Township's known cash requirements.

#### Credit Risk

State law authorizes investments in investment pools as authorized by the Surplus Funds Investment Pool Act, Act No. 367 of the Public Acts of 1982, being sections 129.111 to 129.118 of the Michigan Compiled Laws, composed entirely of instruments that are legal for direct investment by a local governmental unit in Michigan. The Township's investment pools are unrated.

#### Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. As of March 31, 2006, \$1,548,606 of the Township's bank balance of \$1,841,891 was exposed to custodial credit risk because it was uninsured and uncollateralized.

#### Concentration of Credit Risk

The Township will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Township's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

#### <u>Custodial Credit Risk – Investments</u>

For an investment, this is the risk that, in the event of the failure of the counterparty, the Township will not be

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)

#### Custodial Credit Risk – Investments (Continued)

able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Township will minimize custodial credit risk, which is the risk of loss due to the failure of the security issuer or backer, by; limiting investments to the types of securities approved in the Township's investment policy which is in accordance with State law.

#### Foreign Currency Risk

The Township's investment policy does not address foreign currency risk.

#### Investments:

The Township Board has adopted an investment policy in accordance with Act 196, PA 1997 which authorizes the Township to deposit and invest in the following:

- Accounts of federally insured banks, credit unions and savings and loan associations
- \* Bonds and other direct obligations of the United States or an agency or instrumentality of the United States
- United States government or federal agency obligation repurchase agreements
- Banker's acceptances of United States banks
- \* Commercial paper rated within the two highest classifications by not less than two standard rating services which mature not more than 270 days after the date of purchase
- \* Mutual funds registered under the Investment Company Act of 1940, Title I of Chapter 686, 54 Stat. 789 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation

Michigan law requires that public funds may not be deposited in financial institutions that do not maintain an office in Michigan. The Township's deposits and investments are in accordance with statutory authority.

The classification of cash and cash equivalents and investments on the balance sheet/statement of net assets is based on criteria set forth in GASB Statement No. 9, "Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities that use Proprietary Fund Accounting". A reconciliation between the classification of cash and cash equivalents and investments on the combined financial statements and the classification of deposits and investments according to GASB Statement No. 40 is as follows:

	Cash and Cash <u>Equivalents</u>	Investments	
GASB Statement No. 9 Certificate of deposit maturing in greater than 90 days Municipal investment account pooled funds	\$ 2,347,020 981,235 (1,487,423)	\$ 981,235 (981,235) 1,487,423	
GASB Statement No. 40	<u>\$ 1,840,832</u>	<u>\$ 1,487,423</u>	

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 3 - RECEIVABLES AND PAYABLES WITHIN THE REPORTING ENTITY

The amounts of interfund receivables and payables as of March 31, 2006 were as follows:

Fund	Interfund <u>Receivable</u>	Interfund <u>Payable</u>
Major Governmental Funds: General Fund Fire Fund Refuse Collection Fund Downtown Development Authority Fund Total Major Governmental Funds	\$ 2,319 2,130 3,298 12,797 20,544	\$ 2,451 12,389 4,771 0 19,611
Non-major Governmental Funds	1,005	2,047
Major Enterprise Funds: Sewer Fund Water Fund Total Major Enterprise Funds	2,451 6,410 8,861	0 7,539 7,539
Fiduciary Funds	123	1,336
	<u>\$ 30,533</u>	\$ 30,533

The amounts of interfund receivables and payables for the primary government as of March 31, 2006 were as follows:

		terfund			nterfund
<u>Fund</u>	Rec	<u>ceivable</u>	<u>Fund</u>	<u></u> F	Payable
General Fund	\$	983	Water Fund	\$	983
General Fund		1,336	Tax Account Fund		1,336
Fire Fund		2,130	Water Fund		2,130
Refuse Collection Fund		3,298	Water Fund		3,298
Downtown Development Authority Fund	l	8,019	Fire Fund		8,019
Downtown Development Authority Fund	l	2,731	Refuse Collection Fund		2,731
Downtown Development Authority Fund		2,047	Road Fund		2,047
Road Fund		1,005	Water Fund		1,005
Sewer Fund		2,451	General Fund		2,451
Water Fund		4,370	Fire Fund		4,370
Water Fund		2,040	Refuse Collection Fund		2,040
Tax Account Fund		123	Water Fund		123
Totals	\$	30.533		\$	30.533

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 4 - UNEMPLOYMENT COMPENSATION

The Township is subject to the Michigan Employment Security Act and has elected the reimbursement method of financing. Under this method, the Township must reimburse the Employment Agency for all benefits charged against the Township. No liabilities have been incurred as of March 31, 2006.

#### NOTE 5 - PROPERTY TAXES

Property taxes include amounts levied against all real property and tangible personal property located in the Township. Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the County tax rolls. Real and personal property for the December 1, 2005 levy had a taxable value of \$93,088,284 and equalized at \$133,461,300, representing 50% of estimated current market value. The 2005 operating tax rates are currently .7505 mills for operating, 1.0476 for fire protection, 1.1438 for refuse collection, .6000 for debt retirement and .4908 for roads.

#### NOTE 6 - CAPITAL ASSETS

Capital asset activity of the primary government for the current year was as follows:

Government al Activities	Beginning <u>Balance</u>	<u>Increases</u>	Decreases	Ending Balance
Capital Assets Not Being Depreciated: Land	\$ 26,342	<u>\$</u> 0	<u>\$</u> 0	\$ 26,342
Capital Assets Being Depreciated: Buildings and Improvements Land Improvements Infrastructure Subtotal	176,292 0 <u>64,354</u> 240,646	0 6,190 0 6,190	0 0 0 0	176,292 6,190 64,354 246,836
Less Accumulated Depreciation for: Buildings and Improvements Land Improvements Infrastructure Subtotal	19,826 0 1,917 21,743	4,154 155 1,287 5,596	0 0 0 0	23,980 155 3,204 27,339
Net Capital Assets Being Depreciated	218,903	594	0	219,497
Governmental Activities Total Capital Assets - Net of Depreciation	<u>\$ 245,245</u>	<u>\$ 594</u>	<u>\$</u> 0	<u>\$ 245,839</u>

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 6 - CAPITAL ASSETS (CONTINUED)

Business-Type Activities	Beginning <u>Balance</u>	Increases	Decreases	Ending <u>Balance</u>	
Capital Assets Being Depreciated: Infrastructure	\$ 4,773,871	\$ 0	\$ 0	\$ 4,773,871	
Less Accumulated Depreciation for: Infrastructure	969,235	95,480	0	1,064,715	
Business-Type Activities Total Capital Assets - Net of Depreciation	<u>\$ 3,804,636</u>	<u>\$ 95,480</u>	<u>\$</u> 0	<u>\$ 3,709,156</u>	

Depreciation expense was charged to programs of the primary government as follows:

Governmental Activities:

General government \$ 4,309
Public works 1,287

Total Governmental Activities \$ 5,596

Business-Type Activities:

 Sewer
 \$ 35,613

 Water
 59,867

Total Business - Type Activities \$ 95,480

#### NOTE 7 - LONG-TERM DEBT

At March 31, 2006, long-term debt consists of the following individual issues:

Business - Type

#### Primary Government:

#### A. Contracts Payable

Joint water board agreement with the City of East Tawas and and Tawas City through the losco County Board of Public Works to finance the cost of improvements and additions of the water supply system, dated March 31, 1993, due in annual installments through July 1, 2016, bearing interest at the rate of 5%. The most current estimate of the Township's share is 25.9% of the total bond issue of \$783,000 or \$202,797.

\$ 116,291

Joint water supply system agreement through the losco County Board of Public Works to finance the cost of an extension of the water system to the Tawas Point Coastguardville area. The construction was funded with the proceeds of the \$575,000 losco County Limited Tax General Obligation Bonds dated April 1, 1993 due in annual installments through November 1, 2013, bearing interest rates from 3.25% to 5.80%.

275,000

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 7 - LONG-TERM DEBT (CONTINUED)

Primary Government: (Continued)

#### **Business-Type**

#### A. Contracts Payable (Continued)

Sewer system agreement to finance the cost of an extension of the sewer system to the Tawas Point Coastguardville area. The construction was funded with the proceeds of the \$650,000 Tawas Utility Authority Limited Tax General Obligation Bonds dated December 1, 1992 due in annual installments through May 1, 2012, bearing interest rates from 4% to 6.45%.

\$ 325,000

Joint sewer agreement to finance the cost of constructing a sewer lift station. The construction was funded with the proceeds of the \$460,000 City of East Tawas Sewage Disposal System Revenue Bonds dated April 2, 1997 due in annual installments through December 1, 2008 and bearing interest from 4.10% - 5.30%.

175,000

Joint water and sewer system agreement for the purpose of constructing additions, extensions, improvements and related appurtenances to the Huron Shore Regional Utility Authority Water Sewer System No. 1, with the Charter Townships of AuSable and Oscoda, and the City of Tawas City bonds dated November 1, 1995 due in annual installments through May 1, 2015 and bearing interest at 4.4% to 5.625%. The most current estimate of the Township's share is 4.87% of the total bond issue of \$1,300,000 or \$63,310.

47,482

Joint water supply system agreement with the Cities of East Tawas and Tawas City, and the Charter Townships of AuSable and Oscoda through the Huron Shore Regional Utility Authority to finance the cost of constructing a new water supply system to serve both cities and the three Townships. The construction was originally funded with the proceeds of the losco County Limited Tax General Obligation Bonds dated March 1, 1991 due in annual installments through November 1, 2010, bearing interest rates at 4% to 5.65%. The most current estimate of the Township's share is 4.15% of the total bond issue of \$7,930,000 or \$329.095.

118,897 1,057,670

#### B. General Obligation Bonds Payable:

\$725,000 Water Special Assessment Bonds dated November 1, 1999. For the purpose of paying part of the cost of making various improvements in the Huron Hills Shore special assessment district. The bonds bear interest at 5.5% and are due in annual installments through 2019.

515,000

\$200,000 Water Special Assessment Bonds dated September 1, 2000. For the purpose of paying part of the cost of making various improvements in the AuSable Point special assessment district. The bonds bear interest from 4.75% to 5.9% and are due in annual installments through 2020.

155,000

## NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 7 - LONG-TERM DEBT (CONTINUED)

Primary Government: (Continued)

Business-Type

B. General Obligation Bonds Payable: (Continued)

\$355,000 Water Special Assessment Bonds dated January 1, 2003. For the purpose of paying part of the cost of making various improvements in the Birch Drive special assessment district. The bonds bear interest from 3.75% to 5% and are due in annual installments through 2022.

\$ 320,000

\$65,000 Water Special Assessment Bonds dated May 1, 2004. For the purpose of paying part of the cost of making various improvements in the Maple Avenue special assessment district. The bonds bear interest from 6.5% to 6.7% and are due in annual installments through 2024.

64,000 1.054.000

**Total Primary Government** 

\$ 2.111.670

#### C. Changes in Long Term Liabilities

Business-Type Activities	Balance il 1, 2005	Issues or Additions	,	ments or enditures	Balance ch 31, 2006	 e Within ne Year
Primary Government: Contracts payable General obligation bonds	\$ 1,230,294	\$ 0	\$	172,624	\$ 1,057,670	\$ 157,203
payable	 1,115,000	 0		61,000	 1,054,000	66,000
Total primary government	\$ 2,345,294	\$ 0	\$	233,624	\$ 2,111,670	\$ 223,203

The annual aggregate maturities for all debt outstanding as of March 31, 2006 are as follows:

#### Primary Government

#### **Contracts Payable**

ontracto i ayabio										
		Business - Type Activities								
	<u>P</u>	Principal Interest		nterest		Total				
2007	\$	157,203	\$	58,801	\$	216,004				
2008	·	156,788		50,108		206,896				
2009		182,409		41,272		223,681				
2010		107,460		31,026		138,486				
2011		108,470		24,764		133,234				
2012 – 2016		333,944		36,654		370,598				
2017		<u> 11,396</u>		<u> 285</u>		11,681				
	<u>\$</u>	1,057,670	<u>\$</u>	242,910	\$	1,300,580				

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 7 - LONG-TERM DEBT (CONTINUED)

#### **General Obligation Bonds Payable**

		Business - Type Activities									
	<u>P</u>	<u>rincipal</u>	<u>lr</u>	nterest		Total					
2007	\$	66,000	\$	53,406	\$	119,406					
2008 2009		62,000 63,000		50,189 47,025		112,189 110,025					
2010 2011		63,000 63,000		43,826 40,621		106,826 103,621					
2012 - 2016 2017 - 2021		325,000 343,000		153,600 61,584		478,600 404,584					
2022 - 2025		69,000		<u>5,136</u>		74,136					
	<u>\$</u>	1,054,000	\$	455,387	\$	<u>1,509,387</u>					

#### NOTE 8 - PENSION PLAN

The Township has a defined contribution pension plan with Auto Owners Insurance Company effective February 1992. All full-time employees are covered under the plan. Eligibility to become a participant is limited to those employees who, on the effective date, have attained age 18. Vesting is 100% upon entering the plan. Each employee must contribute 7.0% of their gross earnings to the plan. The Township is required to contribute an amount equal to 7.0% of the employee's gross earnings.

During the year, the Township did not have any current employees participating in the plan. No pension provision changes occurred during the year that affected the required contributions to be made by the Township or its employees.

#### NOTE 9 - OPERATING TRANSFERS

During 2006, the following transfers were made:

Description	Operate   Transfe		perating nsfers Out
Major Funds Major Governmental Funds: General Fund	\$	0	\$ 33,500
Non-major Governmental Funds	3	<u>3,500</u>	 0
	<u>\$ 3</u>	3,500	\$ 33,500

#### NOTES TO FINANCIAL STATEMENTS For the Year Ended March 31, 2006

#### NOTE 9 - OPERATING TRANSFERS (CONTINUED)

During 2006, the following individual fund transfers were made:

Fund	Operating <u>Transfers In</u>	Fund	Operating <u>Transfers Out</u>
Road Fund Capital Improvement Fund Gas Contingency Fund	\$ 20,000 10,000 3,500	General Fund General Fund General Fund	\$ 20,000 10,000 3,500
Total	\$ 33,500	Total	<u>\$ 33,500</u>

Transfers are used to move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

#### NOTE 10 - EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS

P.A. 621 of 1978, Section 18(1), as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the Township's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis. The approved budgets of the Township for these budgetary funds were adopted to the activity level.

During the year ended March 31, 2006, the Township incurred expenditures in certain budgetary funds which were in excess of the amounts appropriated as follows:

Fund/Function	 otal opriations	 ount of <u>nditures</u>	Budg <u>Varia</u>	
Refuse Collection Fund/Public Works	\$ 89,532	\$ 89,823	\$	291

#### NOTE 11 - RISK MANAGEMENT

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. The Township continues to carry commercial insurance for risks of loss. Settled claims for the commercial insurance have not exceeded the amount of the insurance coverage in any of the past three years.

#### NOTE 12 - MAINTENANCE CONTRACT

The Township of Baldwin contracts with an outside firm to provide all routine operation, maintenance, billing and receiving functions for the water and sewer operations of the Township. A monthly fee is paid to the firm for standard services and is subject to an annual review. As of March 31, 2006, the monthly fee was \$5,644. For the year ended March 31, 2006, the total amount paid to the firm was \$67,733.



## STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL GENERAL FUND

#### For the Year Ended March 31, 2006

		Original Budget	_	Final Amended Budget		Actual	F	ariance - avorable lfavorable)
Revenue 	•		•	400.04=	•		•	(4.0.40)
Taxes	\$	100,817	\$	100,817	\$	99,775	\$	(1,042)
Licenses and permits		3,200		3,200		5,902		2,702
Federal grants		4,849		4,849		5,125		276
State grants and revenue		117,950		117,950		121,547		3,597
Charges for services		6,330		6,330		6,557		227
Interest earned		2,250		2,250		10,749		8,499
Other revenue		1,250	_	1,250		707		(543)
Total revenue		236,646	_	236,646		250,362		13,716
Expenditures Current:								
General government		6,969		13,702		4,382		9,320
Township board Supervisor		26,313		26,313		24,606		9,320 1,707
Elections		4,300		4,300		1,058		3,242
Assessor		27,952		27,952		27,434		5,242 518
Legal and audit		12,100		15,943		13,272		2,671
Board of review		1,300		1,300		894		406
Clerk		24,556		24,556		23,866		690
Treasurer		26,556		26,556		25,069		1,487
Buildings and grounds		29,750		29,750		25,009		3,780
Public works		29,730		29,730		25,970		3,700
Highways, streets and bridges		100		100		0		100
Street lighting		12,140		12,140		11,984		156
Community and economic development								
Planning commission Recreation and cultural		28,683		28,683		25,872		2,811
Recreation		3,500		3,500		425		3,075
Other functions		0,000		0,000		120		0,0.0
Insurance and bonds		10,032		10,032		9,524		508
Miscellaneous		2,100		2,100		1,973		127
Total expenditures		216,351		226,927		196,329		30,598
Excess of revenue over expenditures		20,295		9,719		54,033		44,314
Other Financing Uses:		,		2,1.10		- 1,		,
Operating transfers out		(39 509)		(38 508)		(33 500)		5.008
Operating transfers out	_	(38,508)	_	(38,508)		(33,500)		5,008
Excess of revenue over (under)								
expenditures and other uses		(18,213)		(28,789)		20,533		49,322
Fund balances - beginning of year	_	372,402		372,402		372,402		0
Fund balances - end of year	\$	354,189	\$	343,613	\$	392,935	\$	49,322

# STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL FIRE FUND - SPECIAL REVENUE FUND For the Year Ended March 31, 2006

		Original Budget	Variance - Favorable (Unfavorable)				
Revenue Taxes Interest earned	\$	89,176 425	\$	89,176 425	\$ Actual 86,729 1,809	\$	(2,447) 1,384
Total revenue		89,601		89,601	88,538		(1,063)
Expenditures Current: Public safety		71,975	_	73,819	 73,818		1
Excess of revenue over expenditures		17,626		15,782	14,720		(1,062)
Fund balances - beginning of year	_	96,737		96,737	 96,737	_	0
Fund balances - end of year	\$	114,363	\$	112,519	\$ 111,457	\$	(1,062)

# STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL REFUSE COLLECTION FUND - SPECIAL REVENUE FUND For the Year Ended March 31, 2006

	Original Budget	Variance - Favorable (Unfavorable)				
Revenue		Budget				·
Taxes	\$ 97,582	\$ 97,582	\$	94,633	\$	(2,949)
Interest earned	 1,350	 1,350		5,166		3,816
Total revenue	98,932	98,932		99,799		867
Expenditures Current: Public works	 87,490	89,532		89,823		(291)
Excess of revenue over expenditures	11,442	9,400		9,976		576
Fund balances - beginning of year	 224,687	 224,687	_	224,687		0
Fund balances - end of year	\$ 236,129	\$ 234,087	\$	234,663	\$	576

# STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL DOWNTOWN DEVELOPMENT AUTHORITY FUND - SPECIAL REVENUE FUND For the Year Ended March 31, 2006

	Fi Original Ame Budget Bud					Variance - Favorable (Unfavorable)			
Revenue									
Taxes	\$	83,879	\$	83,879	\$	87,239	\$	3,360	
Interest earned		4,000		4,000		13,709		9,709	
Total revenue		87,879	_	87,879	_	100,948		13,069	
<u>Expenditures</u>									
Current:									
Public works		70,000		70,000		59,995		10,005	
Other functions		4,550		4,550		3,765		785	
Total expenditures		74,550	_	74,550	_	63,760		10,790	
Excess of revenue over expenditures		13,329		13,329		37,188		23,859	
Fund balances - beginning of year		432,283		432,283		432,283		0	
Fund balances - end of year	\$	445,612	\$	445,612	\$	469,471	\$	23,859	



#### COMBINING BALANCE SHEET OTHER GOVERNMENTAL FUNDS March 31, 2006

	Road Fund		Capital provement Fund	Cor	Gas ntingency Fund	Total Other Governmental Funds	
<u>ASSETS</u>							
Cash and cash equivalents Due from other funds	\$	98,111 1,005	\$ 32,835 0	\$	3,610 0	\$	134,556 1,005
Total Assets	\$	99,116	\$ 32,835	\$	3,610	\$	135,561
LIABILITIES AND FUND EQUITY							
<u>Liabilities</u> Due to other funds	\$	2,047	\$ 0	\$	0	\$	2,047
Fund Equity Fund balances: Unreserved, reported in: Special revenue funds		97,069	32,835		3,610		133,514
Total Liabilities and Fund Equity	\$	99,116	\$ 32,835	\$	3,610	\$	135,561

## COMBINING STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES OTHER GOVERNMENTAL FUNDS For the Year Ended March 31, 2006

		Road Fund		Capital Improvement Fund		Gas Contingency Fund		otal Other vernmental Funds
Revenue	•	40.500	•	•	•	•	•	40.500
Taxes	\$	40,596	\$	0	\$	0	\$	40,596
Charges for services		4,709		0		0		4,709
Interest and rentals		1,213		754		110		2,077
Total revenue		46,518		754		110		47,382
Expenditures Current:								
Public works		34,061		0		0		34,061
Other functions		0		600		0		600
Capital outlay		0		6,190		0		6,190
Total expenditures		34,061		6,790		0		40,851
Excess of revenue over (under) expenditures		12,457		(6,036)		110		6,531
Other Financing Sources: Operating transfers in		20,000		10,000		3,500		33,500
Excess of revenue and other sources over expenditures		32,457		3,964		3,610		40,031
Fund balances - beginning of year		64,612		28,871		0		93,483
Fund balances - end of year	\$	97,069	\$	32,835	\$	3,610	\$	133,514



## Stephenson Gracik & Co., P.C.

Certified Public Accountants & Consultants

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Herman A Bertuleit, CPA

May 25, 2006

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Members of the Township Board Township of Baldwin Iosco County, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township of Baldwin, as of and for the year ended March 31, 2006, which collectively comprise the Township of Baldwin's basic financial statements and have issued our report thereon dated May 25, 2006. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township of Baldwin's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide an opinion on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township of Baldwin's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. However, we noted one immaterial instance of noncompliance that we have reported to management of the Township of Baldwin in a separate letter dated May 25, 2006.

This report is intended solely for the information and use of management, the Township Board and the Michigan Department of Treasury and is not intended to be and should not be used by anyone other than these specified parties.

Staphenson, Grain & Co., P.C.



## Stephenson Gracik & Co., P.C.

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Herman A Bertuleit, CPA

May 25, 2006

Members of the Township Board Township of Baldwin Iosco County, Michigan

#### Dear Board Members:

We have audited the financial statements of the Township of Baldwin for the year ended March 31, 2006, and have issued our report thereon dated May 25, 2006. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards and Government Auditing Standards. As stated in our engagement letter dated January 31, 2006, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance about whether the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

As part of our audit, we considered the internal control of the Township of Baldwin. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Township of Baldwin's compliance with certain provisions of laws, regulations, contracts and grants. However, the objective of our tests was not to provide an opinion on compliance with such provisions.

#### Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Township of Baldwin are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the Township of Baldwin during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

#### Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

#### Audit Adjustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the Township of Baldwin's financial reporting process (that is, cause future financial statements to be materially misstated). In our judgment, none of the adjustments we proposed, whether recorded or unrecorded by the Township of Baldwin, either individually or in the aggregate, indicate matters that could have a significant effect on the Township of Baldwin's financial reporting process.

Members of the Township Board Township of Baldwin May 25, 2006 Page Two

#### Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

#### Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### Issues Discussed Prior to Retention of Independent Auditors

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Township of Baldwin's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing our audit.

#### Additional Information

As a result of our tests of compliance as described in the fourth paragraph, one matter came to our attention upon which we would like to comment and offer the following recommendations:

#### **Budget Control**

The Township of Baldwin's Refuse Collection Fund included expenditures that exceeded appropriated amounts in one function. We recommend that the Board continue to review and amend the budget periodically as a matter of good fiscal policy in accordance with the Uniform Budgeting and Accounting Act. When adopting and amending the budget, the Board should include the effects of year-end adjustments required by the modified accrual basis of accounting.

We wish to express our appreciation for the cooperation and courtesies extended our staff by management and employees of the Township.

This information is intended solely for the use of management, Township Board and the Michigan Department of Treasury and is not intended to be and should not be used by anyone other than these specified parties.

Stephenson, Grain & Co., P.C.